

MINUTES OF
SC 9-1-1 COMMUNICATIONS DISTRICT
BOARD OF MANAGER'S MEETING
OF
July 16, 2015

The regular meeting of the Board of Manager's meeting was called to order by Chairman Gene Cottle at 9:05 AM on July 16, 2015 in the Board Room of the District's office at 1001 ESE Loop 323 Suite #410.

Board Members Present: Gene Cottle
Jerry Shamburger
Bobby Garmon
Johnny Brown
Ron Shaffer
Fred Cowden

Staff Present: Bill Morales
Jan Funderburgh
Claudia Caballero
Catarina Ridgeway
Louie Downey

Guest: Ron Stutes- Legal Counsel
Lynn Acker- Acker & Company
Amanda Cook- Tyler PD
Tim Johnson- Tyler PD
Terrence Gorman- City of Tyler Attorney
Michael Smith- ETMC/EMS

- 1. Call to order and introductions.** Mr. Gene Cottle stated that there was a quorum present.
- 2. Approval of June 24, 2015 Regular Board Meeting minutes.** Mr. Cottle asked for comments or a motion. Mr. Bobby Garmon made a motion to accept the minutes and Mr. Johnny Brown seconded the motion. The motion was carried unanimously.
- 3. Review of the June 2015 Financials.** Mr. Bill Morales presented the financials for review and discussion. Mr. Morales stated that we are at 75 percent of the budget year. The expenses are at 40 percent and the income is at 62 percent of the budgeted year. Mr. Brown made a motion to accept the financials and Mr. Garmon seconded the motion. The motion was carried unanimously.
- 4. Receive update and take any necessary action regarding the Project Completion and Acceptance Form with AT&T for the Network upgrade of 41 911 Call Delivery PSAP positions located at Tyler PD, SCSO, ETMC-EMS, Tyler-DPS, Lindale PD, Overton PD, and SC911 District Offices in the approved amount of \$1.9 million dollars.** Mr. Fred Cowden stated that AT&T just finished up some minor issues going on at ETMC and Tyler PD. Otherwise, the system has been working just fine. No motion was taken.

5. **Discuss and consider the Smith County 9-1-1 Communications District Fiscal Year 2015-2016 Proposed Operating Budget and authorize the District Director to submit the budget to Smith County Commissioners Court and the 11 Participating Municipalities for review, comment, and approval prior to final adoption by the SC911 District Board of Managers.** Mr. Morales presented the budget for the fiscal year of 2015-2016. Mr. Shamburger motion to accept the budget and Mr. Garmon seconded the motion. The motion was carried unanimously.
6. **Discuss, consider, and take any necessary action on the acceptance of the Smith County 911 Communications District Financial Audit for the year ended September 30, 2014, as prepared and submitted by Acker & Company.** Mr. Lynn Acker reviewed the audit for the year ending September 2014. He stated that there were only three minor adjustments to the journal entry. He also stated that the audit went very well and the SC 911 District accounting recorders are in very good shape. Mr. Garmon motion to accept and Mr. Shamburger seconded the motion. The motion was carried unanimously.
7. **Discuss and consider adoption of a resolution amending the approved Smith County 9-1-1 Communications District Investment Policy as required by Chapter 2256 of the Government Code (Public Funds Investment Act), which requires the District to annually review and approve the investment policy regarding the investment of its funds and funds under its control.** Mr. Morales stated that the proper changes were made to the document concerning the Investment Policy. It is now ready for approval. Mr. Brown motion to accept the investment policy and Mr. Shamburger seconded the motion. The motion was carried unanimously.
8. **Discuss, consider, and take any necessary action to authorize the District Director to approve a new Request for Public Safety Answering Point (PSAP) Project Participation Funds from The City of Tyler in the amount not to exceed \$80,000 for the purchase of 911/Radio Voice Recorder to enhance the delivery of 911 services to the citizens of the City of Tyler.** The City of Tyler is still not ready to proceed. The agenda item was tabled until the August board meeting.
9. **Receive April/May/June 2015 ticket reports and updates for all SC 9-1-1 District Public Safety Answering Points.** Mr. Morales presented the trouble tickets for the month of April, May, and June. No discussion. No questions. No motion was carried.
10. **Review June 2015 SC911 Database and GIS activities.** Mrs. Jan Funderburgh stated everything was going great and that the Aerial Photography was on schedule. No discussion. No questions. No motion was carried.
11. **Review June 2015 Public Education and Training activities.** Mrs. Claudia Caballero presented the public education and training activities for the month of June. These activities included the Peace Officers Meeting, Dovia, and Summer Safety kick off program, Smith County Day of caring, giveaways-VBS, Safvic Training, ETCC-giveaways, ETPOA Training Conference, Aurora Training, and testing text to 911. No discussion. No questions. No motion was carried.
12. **District Directors Report.** Mr. Morales stated that he had nothing new to report at this time. No discussion. No questions. No motion was carried.

13. The meeting was adjourned at 10:22 am. Mr. Garmon motion to accept and Mr. Shamburger seconded the motion.